



THOMAS L. GARTHWAITE, M.D.
Director and Chief Medical Officer

FRED LEAF
Chief Operating Officer

COUNTY OF LOS ANGELES
DEPARTMENT OF HEALTH SERVICES
313 N. Figueroa, Los Angeles, CA 90012

Office of Women's Health
(626) 299-5700

Gloria Molina
First District

Yvonne Brathwaite Burke
Second District

Zev Yaroslavsky
Third District

Don Knabe
Fourth District

Michael D. Antonovich
Fifth District

September 23, 2003

TO: Each Supervisor

FROM: Thomas L. Garthwaite, M.D.
Director and Chief Medical Officer

SUBJECT: NOTICE OF INTENT TO ACCEPT GRANT AWARD FROM THE
LOS ANGELES BRANCH OF THE AMERICAN MEDICAL
WOMEN'S ASSOCIATION (LA-AMWA)

This is to advise you of our intent to accept a grant award from the Los Angeles Branch of the American Medical Women's Association (LA-AMWA). Acceptance of the award up to a maximum of \$25,000, will provide partial funding for screening services to low income, underserved, multi-cultural populations in Los Angeles County, via a women's health mobile van.

We will begin the LA-AMWA grant funded screening services effective October 1, 2003 through December 31, 2003, to coincide with the term of the award and enable the Department to fully maximize the grant award. In the meantime, we will process the request for your Board's approval and acceptance of the grant award.

A copy of the Grant Agreement between the Department of Health Services and LA-AMWA is included for your review. If you have any questions or need additional information, please let me know.

TLG:ls

Attachment

c Chief Administrative Officer
County Counsel
Executive Officer, Board of Supervisors

Los Angeles Branch of the American Medical Women's Association

P.O. Box 16916, Beverly Hills, CA 90209

September 19, 2003

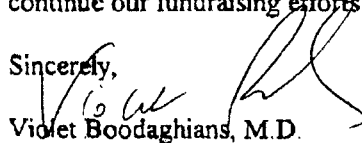
Ellen Eidem, M.S., Acting Director
L.A. County Office of Women's Health
1000 South Fremont Avenue
Building A-9 East, 2nd Floor, Unit #4
Alhambra, CA 91803-1323

Dear Ms. Eidem,

We are pleased to award your office with a grant to partially fund your Women's Health Mobile Van Program. Our organization is eager to work with your office in providing preventive health screenings for low-income, underserved, multicultural populations in Los Angeles County. We believe our collaborative efforts will make a difference in reducing health disparities, increasing access, and improving the health status of Los Angeles County women.

We are looking forward to developing a long-term relationship with your office and will continue our fundraising efforts to support the Women's Health Mobile Van Program.

Sincerely,


Violet Boodaghians, M.D.
Chair, LA-AMWA Mobile Van Project

RECEIVED

Los Angeles Branch of the American Medical Women's Association;
or

2. Any portion of the funding not used for grant purposes.

E. Budgets. Expenditures of grant funds must be only for line items specified in the approved grant budget. Advance written approval by the Los Angeles Branch of the American Medical Women's Association must be received by the Grantee for disbursements deviating from the line items of the approved budget.

F. No Further Obligations. The Los Angeles Branch of the American Medical Women's Association. This grant is made with the understanding that the Los Angeles Branch of the American Medical Women's Association has no obligation to provide other or additional support or grants to the Grantee.

G. Licensing and Credentials. Grantee hereby agrees to maintain, in full force and effect, all required governmental or professional licenses and credentials for itself, its facilities and for its employees and all other persons engaged in work in conjunction with this award.

H. Management and Organizational Changes. Grantee agrees to provide immediate written notice to the Los Angeles Branch of the American Medical Women's Association if significant changes or events occur during the term of this award which could potentially impact the progress or outcome of the grant, including, without limitation, changes in Grantee's management personnel or losses of funding.

COUNTY OF LOS ANGELES

By [Signature]
Director of Health Services

Date

LOS ANGELES BRANCH OF THE AMERICAN MEDICAL WOMEN'S ASSOCIATION

By [Signature] D. FAEBO LA AMWA PROJECT DIRECTOR
Title

Date

Los Angeles Branch of the American Medical Women's Association is clearly identified as a support organization on all published material relating to the subject matter of the award.

B. Volunteer relationship established. The Los Angeles Branch of the American Medical Women's Association will participate on the mobile health van in an educational capacity, providing health education or on occasion as the physician providing services. When providing medical services, it will be clear that all medical licenses, malpractice insurance, and application will be on file prior to services being provided. Office of Women's Health staff will apply the same accreditation process as all volunteer providers.

C. Expenditure of Funds. Grantee shall expend the funds only for charitable purposes, as described in the Purpose of Grant Award. Any funds not expended in accordance with the terms of the grant must be returned to the Los Angeles Branch of the American Medical Women's Association within thirty (30) days following the grant's termination date. Grantee may not use any of its grant dollars for purposes other than those stated in the Purpose of Grant Award and in Internal Revenue Code Section 4945(1) through (5), inclusive, more particularly as follows:

1. To carry on propaganda or otherwise to attempt to influence legislation;
2. To influence the outcome of or participate in any public election or to carry on, directly or indirectly, any voter registration drive;
3. To regrant an organization unless such organization is described in Internal Revenue Code Section 509(a)(1) through (3), inclusive, or is an exempt operating foundation as defined in Section 4940 (d)(2)
4. For purposes other than those which are religious, charitable, scientific, literary, or educational within the meaning of Section 170©(2)(B) of the Internal Revenue Code; or
5. For purposes other than those stated in the Purpose of grant Award.

D. Return of Funds. Grantee shall return to the Los Angeles Branch of the American Medical Women's Association any unexpended funds granted under the following conditions:

1. If the Los Angeles Branch of the American Medical Women's Association, in its sole discretion, determine the Grantee has not performed in accordance with this Commitment and/or the Grantee's grant program or budget as approved by the

**Los Angeles Branch of the American Medical Women's Association
GRANT AGREEMENT**

This is a Grant Agreement between the Los Angeles Branch of the American Medical Women's Association and County of Los Angeles – Department of Health Services.

1. **Grantee:** Grantee certifies that it is a tax exempt governmental unit.
2. **Purpose of Award:** Partial funding for Mobile Health Screening Services Project: To provide partial funding for services to low income, underserved, multi-cultural populations in Los Angeles County, via a women's health mobile van. Services provided include, breast and gynecological exams, blood pressure, cholesterol, diabetes, and cervical cancer screenings.
3. **Objectives & Expected Outcomes of Award:**
 - a. **Program Objectives:** With the grant funds from the Los Angeles Branch of the American Medical Women's Association, between 15 and 30 women will be seen at each mobile clinic site. Women will be screened for the above mentioned preventive services and all results will be evaluated by an Office of Women's Health physician and all abnormal findings will be evaluated and appointments made for follow-up.
 - b. **Expected Outcomes:** To provide preventive screenings to an additional 250 of women and for all those with morbidity, ensure an additional follow-up appointment.
4. **Amount of Award:** \$25,000.00 payable as follows:
Grant payments will be made at an amount equal to the County's actual cost of conducting mobile health screenings, over and above the base-line salaries of the Office of Women's Health staff that are working on the van, up to a maximum of \$25,000.00. These costs include, the driver, clinicians, nurses, multi-lingual operator salaries (if on the weekend), phlebotomist, etc. Attachment A provides the Mobile Health Screening Services Project line item budget details for the approximate minimum and maximum expenses per event for the mobile health van.
5. **Term of Award:** Grant funds are to be applied to expenses incurred for the period from October 1, 2003 through December 31, 2003, and can be extended with agreement from both parties for an additional six months through June 30, 2004.
6. **Conditions of Award:** Monthly Reports of mobile health screening services and monthly invoices on the costs incurred for the LA-AMWA events for the month.
7. **Other Conditions of Award:**
 - A. Identification of The Los Angeles Branch of the American Medical Women's Association. Grantee shall ensure that the

LA BRANCH OF THE AMERICAN MEDICAL WOMEN'S ASSOCIATION AND THE LOS ANGELES COUNTY OFFICE OF WOMEN'S HEALTH
AGREEMENT - BUDGET (10/1/03 - 12/31/03)

	Estimated Daily Hours	Daily Rate Average
Personnel*		
Driver	9.5	\$ 275.88
Nurse Practitioner/Midwife/MD	8	\$ 505.52
Registered Nurse	8	\$ 361.96
Phlebotomist	8	\$ 231.48
Multi-lingual Intake Clerks (2 per van)	8	\$ 447.68
Personnel Subtotal		\$ 1,822.52
Operations and Supplies		
		Daily Rate Average
LAB FEES (which includes Hemoglobin A1C and Direct LDL for 10 - 30 patients, cost per patient \$7.64)		\$ 152.80
Van maintenance gas, cleaning, butane		\$ 103.00
Van Equipment/Supplies		\$ 65.50
Operations and Supplies Subtotal		\$ 321.30
GRAND TOTAL		\$ 2,143.82

*Staffing patterns are subject to change

Estimated Number of Mobile Clinics Funded (Based on Average Cost Per Clinic)

11.7

Total Budget for Grant (October 1, 2003 - December 31, 2003)

\$ 25,000.00